



# WORK ORDER

**DELIVERY DUE DATE:** 4/13/24

Procurement Unit  
Tel No.: 045-606-8142

Supplier : **TEKOGRAFIX**  
Address : Blk 7 San Roque, McArthur Highway, Tarlac City  
TIN : 272-024-401-000 Non-VAT  
Tel. No. : 0923-090-1291

Work Order No.: 2024-049  
Date : 04/02/2024  
JO No. : 2024-058  
Date : 03/06/2024  
Mode of Procurement: Small Value  
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **Ten (10)** calendar days upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	lot	<b>LABOR AND MATERIALS: FABRICATION OF MEDAL AND PLAQUE SERVICES</b> Fabrication Services for LAAB: Campus Journalism and Arts Seminar Workshop 15pcs of Plaques "8 x 6" 60pcs of Medals "3 x 3" round *****	27,000.00	<u>27,000.00</u>



(Please read carefully at the back hereof)

Charge to: 02-20644  
ROA No. : 2024-04-0997  
CONFORME & RECEIVE COPY :

**TEKOGRAFIX**  
Firm/Dealer/Supplier/Contractor  
4/3/24  
Date

**FUNDS AVAILABLE:**  
JASPER A. YAUDER, CPA  
Budget Officer

Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

**APPROVED:**  
DR. ARNOLD E. VELASCO  
University President  
Authorized Official